

**BERKELEY TOWNSHIP
BOARD OF EDUCATION MEETING
BERKELEY TOWNSHIP ELEMENTARY SCHOOL AUDITORIUM
APRIL 24 2018
AGENDA**

- I. CALL REGULAR MEETING TO ORDER - "Adequate notice of this meeting was given by publication in the Asbury Park Press on January 11, 2018, and by posting the notice in all district schools, Office of the Board of Education and the Berkeley Township Municipal Offices in accordance with the provisions of the Open Public Meetings Act."
- II. FLAG SALUTE
- III. ROLL CALL
- IV. PRESENTATION: A. Dr. Jeffery Zito: Student Recognition for Reading Challenge
B. Dr. James D. Roselli : **Teacher of the Year:**
BAY - Jennifer Herner
CBW - Melissa Davenport
HMP - Anna McDowell
BTE - William Turanyi
C. Fred Mitchell, Fire Inspector: 2018 Fire Prevention Poster Contest Winners
- V. PUBLIC HEARING ON BUDGET
- VI. EXECUTIVE SESSION
- VII. ROLL CALL
- VIII. PRESIDENT'S REPORT
- IX. SUPERINTENDENT'S REPORT
- X. PUBLIC DISCUSSION ON AGENDA ITEMS
- XI. COMMITTEE REPORTS
- XII. SUPERINTENDENT'S AGENDA
- XIII. BUSINESS ADMINISTRATOR'S AGENDA
- XIV. OLD BUSINESS
- XV. NEW BUSINESS
- XVI. PUBLIC DISCUSSION ON NON-AGENDA ITEMS
- XVII. ADJOURNMENT

MISSION STATEMENT

We will provide every student with a safe, supportive, inclusive and collaborative learning environment. In partnership with families and our community, we will foster innovative thinkers in a diverse and ever changing world.

XII. SUPERINTENDENT'S AGENDA**A. PERSONNEL RESOLUTIONS****1. Retirement/Resignation**

Recommend the Board accept the retirement/resignation of the following staff members:

Name	Position	Effective
Theresa Vuono	Aide - CBW	6/30/18
Megan Conrad	Teacher - CBW	6/30/18

2. Leave(s) of Absence

Recommend the Board approve a leave of absence (new or revised) for the following staff members (start and end dates subject to change):

- a) I.D. #5588-Aide-CBW:
Unpaid leave of absence to start 4/9/18 and continue through 6/21/18.
- b) I.D. #6278-Princ.-HMP:
Maternity leave of absence to start 6/7/18 and continue through 10/18/18.
- c) I.D. #5575-Aide-HMP:
Unpaid leave of absence to start 4/16/18 and continue through 5/11/18.
- d) I.D. #4745-Transportation:
Revise return from "unpaid medical leave until further notice" to unpaid medical leave of absence of absence for remainder of 2017-18 school year.

3. New Hires

- a) Recommend the Board approve the following retroactive start date for Kimberly Helling, School Nurse, at the Clara B. Worth School: 4/13/18.
- b) Recommend the Board approve the following Special Education Aide as listed:

Name	School/Position	Hours/Rate	Effective
Jaquanna Bailey	HMP - MD	6 hours-Contractual	4/25/18

c) Recommend the Board approve the appointment of Dolores Palma as a full-time Custodian assigned to the Bayville School, at the contractual rate, effective upon completion of all paperwork.

4. Substitute(s)

Recommend the Board approve the following substitute(s) for the assignment(s) listed below for the 2017-2018 school year:

Name	Position
Peggy Crawford	Aide
Robin Keyes	Cafeteria Aide /Bus Attendant
Danielle McCormick	Teacher
Tina Rose	Teacher

5. Teacher Mentors

Recommend the Board approve the following teachers to perform as Mentors, at the stipend listed, to be paid by the mentee (amount prorated based on length of assignment):

Mentor	Mentee	Stipend
Tara O'Brien	Sara Silva	\$550 over 30 weeks
Sharon Ofsanko	Hannah Wieczorek	\$550 over 30 weeks
Lisa Starr	Jaime Poggioli	\$1000 over 34 weeks
Michael Peterson	Samantha Stratton	\$550 over 30 weeks

6. Grant Funding

Recommend the Board approve Ariel Clark, Special Education Aide, be paid for 2.5 hours daily, through the IDEA Grant, in the Preschool Disabilities class at the H. & M. Potter School, effective 2/28/18.

7. Reappointment of Non-Tenured Administrators & Teachers/CST Staff

Recommend the Board approve the reappointment of the non-tenured administrators & teachers/CST staff for the 2018-2019 school year per the negotiated contract. **(Attachment 1)**

8. Reappointment of Tenured Administrators/Business Administrator

Recommend the Board reappoint the tenured administrators and business administrator for the 2018-2019 school year per the negotiated contracts.

(Attachment 2)

9. Reappointment of Tenured Teachers/CST Staff

Recommend the Board reappoint the tenured certificated teachers/CST staff for the 2018-2019 school year per the negotiated contract.

(Attachment 3)

10. Reappointment of Non-Instructional Staff

Recommend the Board reappoint the non-instructional staff for the 2018-2019 school year per the negotiated contracts:

(Attachment 4)

- a) Administrative Office Staff
- b) Secretarial/Clerical Staff
- c) Technology Staff
- d) Teacher and School Aides; Bus Attendants
- e) Food Service Workers
- f) Supervisors
- g) Custodial Staff
- h) Maintenance Staff
- i) Mechanics
- j) Bus Drivers/School Messenger

11. Project Starfish Substitute

Recommend the Board approve Tamara Post as a substitute aide for Project Starfish, an after-school program, for the remainder of the 2017-2018 school year, paid through the McKinney-Vento "Project Starfish" Grant, at her contractual rate, effective 4/17/18 until the end of the school year.

12. Tiny Paws Program

Recommend the Board approve the following staff members for the Extended School Year program "Tiny Paws" at the Bayville School, to run from 6/25-6/28, 2018 for four (4) days/six (6) hours per day, at the contractual rate of \$41.61 (paid through Title I Grant funding):

Lisa Walstrom	Christine Firetto	Michelle Snyder
Michelle Snyder	Deborah Immerso	Lauren Treshock

Gina Boyles Melissa Reece (Nurse)	JoAnn Donachy	Amy Coppinger
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13. Summer Helpers

Recommend the Board approve the following individuals as Summer Helpers for the 2018-19 school year at the rate of \$9 per hour, for approximately 20 hours per week, Monday through Thursday, beginning on or about 6/25/18 for a total of 150 hours each and charged to the line account indicated:

Name	Position	Account #
Daniel Leifert	Custodian	11-000-262-110-07-0009
Christopher Mitchell	Custodian	11-000-262-110-07-0009
Joshua Blumensteel	Custodian	11-000-262-110-07-0009
Steven Adelhelm, Jr.	Custodian	11-000-262-110-07-0009
Tyler Golomb	Custodian	11-000-262-110-07-0009
Connor McShaffrey	Technology	11-000-252-100-07-0009
Anthony Verrilli	Technology	11-000-252-100-07-0009

14. Approval of Stokes Chaperones

Recommend the Board approve the following staff members as Stokes Chaperones for the class trips scheduled for June 4-8, 2018:

JUNE 4-6, 2018 - ONLY	JUNE 4-8, 2018 - ALL WEEK	JUNE 6-8, 2018 - ONLY
Tracy Smith Cathy MacMoyle Kim Mitchell Kim Guarascio Tyler Kelly Joseph Tenpenny - Aide for OOD Student Scott Selby - DARE Officer	Melissa Stierle Joe Zaccone Lisa Spano Mike Colarusso Jackie Wright Nina Britton Jen Herner Vicki Figurelli Mike Peterson Joan Jeffers Joe Brausam Yvonne Desch Adrienne Moroney Ann Hensel	Holly Lantz Melisa Whitworth Patty Siddons Jennifer Vigne

	<p>Chris Hensel Diane Skowronski Marie Taylor Laura Hastick Isa Appignani Tracey Jarossy Marc Troccola Allison Mitchell Peggy Crawford - Dist. Sub. Mitchell Albanese - Dist. Sub. Kathy Palagonia - Coordinator & Chaperone Dan Cooney-Co-Coordinator & Chaperone Luke Hurley - Co-Coordinator & Chaperone</p>	
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B. OTHER BOARD ITEMS

1. HIB Report Update

For the month of April, 2018, there were:

- ___ HIB investigations conducted March 21, 2018 to April 24, 2018.
- ___ HIB affirmed affirmed March 21, 2018 to April 24, 2018.

2. Revised School Calendar for 2017-2018

Recommend the Board approve the revised school calendar for the 2017-2018 school year due to snow days. **(Attachment 5)**

3. Use of Facilities

Recommend the Board approve the following date/activity for building use:

BTE

Monday, July 23 - Thursday, July 26, 2018 - 9:30 am - 2:30 pm

DARE

Gymnasium, Cafeteria, Auditorium

4. Second Reading of Bylaws/Regulations/Policies

Recommend the Board approve the second reading of the Bylaws/Regulations/Policies listed below:

- Policy 7481 Unmanned Aircraft Systems (UAS aka Drones)
- Policy/Reg 5610 Suspension
- Policy 5620 Expulsion
- Policy 8505 Local Wellness Policy/Nutrient Standards for Meals and Other Foods
- Policy 8550 Unpaid Meal Charges/Outstanding Food Service Charges
- ByLaw 0169.02 Board Member Use of Social Networks
- Policy 3437 Military Leave (Teaching Staff)
- Policy 4437 Military Leave (Support Staff)

5. School Trip

Recommend the Board approve the following additional school trip for the 2017-2018 school year:
Stafford School District (Inclusive of Oxycocus Elem. & Ocean Acres Elem.)
250 Main Street
Manahawkin, NJ 08050

6. Program Purchases

Recommend the Board approve the purchase of the following programs:

Program	Grades	Amount
Delta Education FOSS Science	K - 6	\$259,983.15
Pearson's Interactive Music Music First	K - 4 5 - 6	\$ 76,200.00

XIII. BUSINESS ADMINISTRATOR'S AGENDA**1. Minutes**

- a. RESOLVED that the Minutes of the Regular Meeting held on February 27, 2018, as revised, be approved. **(Attachment 6)**
- b. RESOLVED that the Minutes of the Regular Meeting held on March 20, 2018 be approved. **(Attachment 7)**

2. Payment of Bills

BE IT RESOLVED that the following items as reviewed by the Finance Committee be approved:

Bond Interest Payment dated March 20, 2018	\$ 206,425.00
Bills List dated March 29, 2018 Check numbers 43266 through 43269	\$ 38,071.94
Bills List dated April 24, 2018 Check numbers 43270 through 43409 (Attachment 8)	\$ 866,812.86
Purchase Order Report listing Purchase Orders numbered 18-01568 through 18-01721 (Attachment 9)	\$ 212,578.48

3. Payroll Approval

BE IT RESOLVED that the bi-monthly payroll periods ending be approved:

March 15, 2018	\$1,041,036.46
March 31, 2018	\$1,015,738.53

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the months of February and March, 2018, be approved. **(Attachments 10 and 11)**

5. Board Secretary's Report

RESOLVED that through the adoption of this resolution, we, the Berkeley Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4 certify that as of February 28, 2018 and March 31, 2018, after review of the Board Secretary's monthly financial reports (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of

N.J.A.C.6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **(Attachments 12 and 13)**

6. Report of the Treasurer of School Monies

RESOLVED that the Berkeley Township Board of Education accept the Report of the Treasurer of School Monies for the months ended February 28, 2018 and March 31, 2018, and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachments 14 and 15)**

7. Travel

RESOLVED that the Berkeley Township Board of Education approve the following travel:

Name	Seminar/Workshop	Dates	Not to Exceed
Mark Panepinto	Education for Homeless Children and Youth Program Statewide Technical Assistance Session-Princeton (mileage) (Bd. Approval Jan. 23, 2018 attended in lieu of Jeff Zito)	3/23/18	\$35
Administrators	NJ School Board Workshop-Atlantic City (Travel)	10/22 to 10/25/18	3@\$150
Board Members	NJ School Board Workshop-Atlantic City (Hotel & Travel)	10/22 to 10/25/18	9@\$500
Board Members & Administrators	NJ School Board Workshop-Atlantic City (Registration)	10/22 to 10/25/18	\$1,500
Jeff Zito	NST Workshop in Freehold (Mileage)	5/31/18	\$25
Cara Burton	NST Workshop in Freehold (Registration)	5/31/18	\$149
Dan Prima	NST Workshop in Freehold (Registration)	5/31/18	\$149
Steve Rieder	NST Workshop in Freehold (Registration)	5/31/18	\$149

8. Transportation

Recommend that the Berkeley Township Board of Education approve the following transportation jointures:

Host District	Student ID	Dates	School	Per Diem Rate
MOESC	999735	3/28/18-6/21/18	CBW	\$336.00
MOESC	998720 998356	3/27/18-6/21/18	HMP	\$176.40

9. Receipt of Bids for Parking Lot Improvements at Bayville School

RESOLVED that the Berkeley Township Board of Education acknowledge receipt of the following bids at the bid opening on April 11, 2018, at 11:00 a.m. in the Board Office for the Parking Lot Improvements at Bayville School in Bayville, New Jersey, as follows:

Company Name	Base Bid	Alternate	Total Bid
Johnson Baran Corp. PO Box 842 Forked River, NJ 08731	\$147,062.50	\$22,500.00	\$169,562.50
Shore Top Construction 207 Squankum Road Farmingdale, NJ 07727	\$147,332.50	\$9,400.00	\$156,732.50
Earle Asphalt Company PO Drawer 556 Farmingdale, NJ 07727	\$151,313.13	\$18,200.00	\$169,513.13
Topcoat Paving & Sealcoating PO Box 7 Lanoka Harbor, NJ 08734	\$161,340.00	\$17,975.00	\$179,315.00
S. Batata Construction 238 Ernston Road Suite 1R Parlin, NJ 08859	\$193,180.00	\$13,000.00	\$206,180.00
Diamond Construction 35 Beaverson Blvd. Suite 12C Brick, NJ 08723	\$283,165.00	\$26,000.00	\$309,165.00

10. Award of Bid for Parking Lot Improvements at Bayville School

RESOLVED that the Berkeley Township Board of Education approve Johnson Baran Corp. for the Parking Lot Improvements at Bayville School in Bayville, New Jersey, for a Base Bid of \$147,062.50, as lowest, responsive, responsible bidder. The District will not be awarding for the alternate.

11. Buses for Summer Recreation Program

Recommend that the Berkeley Township Board of Education approve the use of ten district school buses (#4, 5, 7, 8, 10, 11, 12, 13, 17 and 21) for the Berkeley Township Recreation Department for summer camp.

11. Participation in Coordinated Transportation with MOESC

Recommend that the Berkeley Township Board of Education approve participation in coordinated transportation with MOESC for the period from July 1, 2018 through June 30, 2023. **(Attachment 16)**

12. Donation of Property to Berkeley Township

WHEREAS, the Berkeley Township Board of Education is the owner of property identified as Block 11.08, Lot 1.01 on the tax map of the Township of Berkeley, a description of which is attached hereto as Schedule A; and

WHEREAS, the Berkeley Township Board of Education intends to transfer the property identified as Block 11.08, Lot 1.01 and further described in the attached Schedule A to the Township of Berkeley; and

WHEREAS, the Berkeley Township Board of Education does hereby determine that the land and property set forth and described in the attached Schedule A is no longer needed for school purposes; and

WHEREAS, the transfer of the property by the Berkeley Township Board of Education is subject to the approval of the Commissioner of Education in accordance with N.J.S.A. 18A:20-2, N.J.S.A. 18A:20-6 and N.J.S.A. 18A:20-7.

NOW, THEREFORE, BE IT RESOLVED, by the Berkeley Township Board of Education, in the County of Ocean, and State of New Jersey, as follows:

- a) The Berkeley Township Board of Education hereby declares that the land and premises set forth and described in Schedule A are no longer needed for school purposes and upon approval from the Commissioner of Education shall be transferred to the Township of Berkeley in accordance with appropriate statutes of the State of New Jersey.

b) The Berkeley Township Board of Education hereby authorizes the Business Administrator to execute all necessary documents to effectuate this Resolution.

XIV. OLD BUSINESS

XV. NEW BUSINESS

XVI. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

XVII. ADJOURNMENT

